


# PINE BLUFF POLICE DEPARTMENT POLICY & PROCEDURES MANUAL

	<b>SUBJECT:</b>	<b>POLICY NUMBER</b> 1201
	<b>ADMINISTRATIVE LEAVE</b>	<b>ISSUE DATE</b> 02/19/2008
	<b>CHAPTER: PROFESSIONAL STANDARDS</b>	<b>EFFECTIVE DATE</b> 02/19/2008
	<b>ISSUED By:</b> Chief of Police John E. Howell	<b>TOTAL PAGES</b> 1

**I. PURPOSE**

It is the purpose of this policy to establish policy regarding employees who are placed on Administrative Leave (AL).

**II. POLICY**

- A.** All police department employees placed on Administrative Leave, with or without pay, shall immediately surrender their department issued firearms, badges, radios, identification cards, cellular telephones, fuel cards, computers, and vehicles to the Chief of Police or his designee.
- B.** Another agencies property issued to a Pine Bluff Police Department employee shall also be surrendered immediately to the issuing agency or the Chief of Police or his designee.
- C.** While on administrative leave employees are prohibited from exercising any arrest or police authority vested by the State of Arkansas and or the City of Pine Bluff and may not exercise such in the course of private employment or otherwise during the administrative leave.